

COMMITTEE : Budget Monitoring Board DATE : 18 December 2009

DIRECTOR : Stewart Carruth

TITLE OF REPORT : Vacancy Management – Activity Report

1. PURPOSE OF REPORT

This report advises the Budget Monitoring Board of decisions taken by the Corporate Management Team (CMT) on vacancies brought forward by services.

2. RECOMMENDATION

That the Board note the decisions of the Corporate Management Team (CMT).

3. FINANCIAL IMPLICATIONS

This process is part of the Improvement Plan to deliver budget savings in the current financial year and beyond.

4. SERVICE AND COMMUNITY IMPACT

The filling of vacant posts impacts on the City Council's ability to deliver the Community Plan. The sustainability of services may be affected by the decisions whether or not to fill vacancies.

5. OTHER IMPLICATIONS

Health and Safety implications are considered as part of the process of approving filling of posts as part of the business case assessment.

6. REPORT

Attached is a list of decisions taken by the Corporate Management Team (CMT) at its meetings on 19 November, 26 November and 3 December on requests to fill vacancies brought forward by services. The list includes approval of external advertising of vacancies including those for teaching posts, internal advertising only and decisions to refuse/defer advertising of posts at this time.

7. AUTHORISED SIGNATURE

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9. BACKGROUND PAPERS

Recruitment Advertising Forms.